

LEWISTON CITY COUNCIL SPECIAL MEETING AGENDA

Thursday, April 28, 2016

City Council Chambers

7:00 pm Special Meeting

Pledge of Allegiance to the Flag.
Moment of Silence.

1. Final Budget Public Hearing for the Fiscal Year 2017 Municipal Budget.
2. Resolve approving the FY17 Budget for the Lewiston School Department.
3. Resolve authorizing the use of \$1,976,725 from the General Fund Unassigned Fund Balance for Capital Outlay purchases and other one-time costs.
4. Resolve approving the Final Adjustments to the Fiscal Year 2017 Municipal Budget.
5. Adoption of Municipal Budget Appropriation Resolve for Fiscal Year 2017.
6. Order authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2017 City Council approved list.
7. Resolve authorizing the use of \$2,000 from the Farrar Fund for costs of basic necessary services for needy individuals.

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Final Budget Public Hearing for the Fiscal Year 2017 Municipal Budget.

INFORMATION:

The City Council schedules and conducts two public hearings regarding the budget to receive citizen input. An initial public hearing is held earlier in the budget review process and a final public hearing is held at the end of the budget review process, prior to the final budget approval.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

This public hearing is part of the budget process to receive citizen input.

EAB/kmm

REQUESTED ACTION:

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To conduct a final budget public hearing to receive citizen input and communication regarding the proposed Fiscal Year 2017 Municipal budget.

DISPLAY AD

**CITY OF LEWISTON
FINAL BUDGET PUBLIC HEARING**

Notice is hereby given in accordance with Article VI, Section 6.07(a) of the City Charter of a Public Hearing on the Budget for Fiscal Year 2017.

All citizens are invited to attend and provide the City Council with written and/or oral comments and ask questions concerning the City's entire proposed budget.

**HEARING DATE: Thursday, April 28, 2016
TIME: 7:00pm
LOCATION: City Council Chambers - City Building
PROPOSED BUDGET - FISCAL YEAR 2017**

A copy of the proposed budget may be inspected at the City Clerk's Department in City Hall, or at the Lewiston Public Library on Lisbon Street during regular working hours, as well as on the City's website at www.lewistonmaine.gov The City of Lewiston is an EOE.

Kathleen M. Montejo, MMC
City Clerk

Display Ad – Wednesday, April 20, 2016

TO:	Advertising Department	784-3062 fax
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Please bill the City Clerk's office account. Thank you.

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 2

SUBJECT:

Resolve Approving the FY17 Budget for the Lewiston School Department.

INFORMATION:

The Council has held several budget workshop sessions with the School Committee during the past few months. The final school budget was presented to the City Council on April 19 at a budget workshop.

This Council action would approve the School Committee budget which will then go the School Budget Validation Referendum Election scheduled for Tuesday, May 10.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the Resolve approving the FY17 budget for the Lewiston School Department.



CITY OF LEWISTON, MAINE

April 28, 2016

COUNCIL RESOLVE

Resolve, Approving the FY17 Budget for the Lewiston School Department

Whereas, pursuant to the City Charter, the Lewiston School Committee prepared and approved a FY17 budget for the Lewiston School Department and has submitted that budget to the City Council; and

Whereas, subsequent to the receipt of this budget, the School Committee and the City Council have met to discuss and review it; and

Whereas, as proposed, the School budget meets the local share property tax commitment required by state law and includes an additional local share appropriation of \$192,000 to fund a new library aid position and to provide funding should higher than anticipated school enrollment or special education costs occur; and

Whereas, the City Council must approve the total amount of the School Budget before it can be presented to the voters in a school budget ratification election scheduled for May 10, 2016;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that the Fiscal Year 17 budget approved by the Lewiston School Committee as outlined and detailed on the attached Lewiston School Department Budget Articles is hereby adopted, subject to approval of the voters of the City of Lewiston at a budget validation referendum.

memo

To: Bill Webster, Ed Barrett
From: Elaine Runyon
Date: April 19, 2016
Re: 20-A MRSA §15690
Cc: Tom Jarvis, Heather Hunter



Based on the legal opinions represented in the Memorandum dated April 15, 2016 from Brann & Isaacson and the requirements in 20-A MRSA §15690 1.A., 2., 3.A., 4., and 5., we recommend the following as appropriate, recorded votes for the Lewiston City Council as the legislative body for Lewiston Public Schools:

1. A revenue article to see what sum the municipality will raise and appropriate as its local contribution to the total cost of funding [Pre]Kindergarten through grade 12 public education as described in the Essential Programs and Services Funding Act;
2. A revenue article to see what sum the municipality will raise and appropriate for annual payments on debt service previously approved by Lewiston City Council for non-state funded school construction projects, or non-state funded portions of school construction projects, in addition to 1. above;
3. A revenue article to see what sum the municipality will raise and appropriate for locally raised funds over and above Lewiston's local contribution to the total cost of funding public education as described in the Essential Programs and Services Funding Act, in addition to 1. and 2. Above;
4. A summary appropriation article indicating the total annual budget for funding public education from Pre-kindergarten to grade 12 in Lewiston Public Schools;
5. Summary revenue articles to authorize the Lewiston School Committee to receive and expend other state, federal, and private amounts received, so long as additional local funds are not required.
6. A summary appropriation article for Adult Education.

The articles are shown in the following two pages.

REVENUE ARTICLES:

1. To see what sum the City will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (Recommend \$64,072,032) and to see what sum the City will raise as the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, §15688.

Statutory Recommendation \$18,062,599

School Committee Recommendation \$18,062,599

Explanation: The City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the City must raise in order to receive the full amount of state dollars. Note: Per PL2009, Chapter 571, the amount recommended by the school committee as the required local share for the FY2016-2017 budget may be no less than 100.0% of the Title 20-A, Section 15688 amount, in order to receive the full amount of State subsidy.

2. To appropriate the sum of \$1,035,459 for the annual payments on debt service previously approved by the City Council for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the City's contribution to the total cost of funding public education from kindergarten to grade 12.

Explanation: Non-state-funded debt service is the amount of money needed to repay the annual payments on Lewiston's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the City Council.

3. To raise and appropriate the sum of \$192,000 in additional local funds for school purposes under Maine Revised Statutes, Title 20-A, section 15690.

Explanation: The additional local funds are those locally raised funds over and above the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the City's budget for educational purposes.

TOTAL SCHOOL OPERATING BUDGET ARTICLE:

4. To authorize the Lewiston School Committee to expend the sum of \$68,327,021 for the fiscal year beginning July 1, 2016 and ending June 30, 2017 from the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

OTHER REVENUES

5. To authorize the Lewiston School Committee to expend additional State, Federal and other funds received during the fiscal year 2016-2017 for school purposes, provided that such additional funds do not require the expenditure of local funds not previously appropriated.

To authorize the Lewiston School Committee to accept the categories of funds listed below as provided by the Maine State Legislature.

<u>CATEGORY</u>	<u>ESTIMATED AMOUNT</u>
Title I A Disadvantaged	\$2,448,000
Title IIA Teacher Quality	\$ 335,000
Title III ELL	\$ 147,000
Local Entitlement, Part 1 School Age and Part 2, Preschool Age	\$1,491,000
Carl D. Perkins Vocational and Applied Technology Education Act of 1990	\$ 220,000
Title I - School Improvement	\$ 543,000
21 st Century Learners	\$ 129,000
Adult Basic Education	\$ 100,000
Adult Ed Civics Grant	<u>\$ 38,000</u>
	\$5,451,000

ADULT EDUCATION:

6. To appropriate the sum of \$677,122 for adult education for the fiscal year beginning July 1, 2016, and ending June 30, 2017, and to raise the sum of \$440,862 as the local share for adult education, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 3

SUBJECT:

Resolve authorizing the use of \$1,976,725 from the General Fund Unassigned Fund Balance for Capital Outlay purchases and other one-time costs.

INFORMATION:

This agenda item is to approve the appropriation of the General Fund Unassigned Fund Balance for the purchase of capital needs and other one-time costs. The City Council wishes to minimize the tax rate increase needed to balance the fiscal year 2017 budget and therefore will utilize existing fund balance to cover some pending capital needs and specific expenses.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To approve the Resolve authorizing the use of \$1,976,725 from the General Fund Unassigned Fund Balance for Capital Outlay purchases and other one-time costs.



**City of Lewiston Maine
City Council Resolve
April 28, 2016**



Resolve, Authorizing the Use of \$1,976,725 from the General Fund Unassigned Fund Balance for Capital Outlay Purchases and other one-time costs.

Whereas, the City of Lewiston adopted Ordinance 11-05 pertaining to Unassigned Fund Balance and effective on August 18, 2011; and

Whereas, the ordinance establishes an Unassigned Fund Balance floor of 8% and a ceiling of 12% of GAAP revenues including transfers in; and

Whereas, as of June 30, 2015, the City's General Fund Unassigned Fund Balance floor was \$8,843,853 and the ceiling was \$13,265,779; and

Whereas, the City's actual General Fund Unassigned Fund Balance was \$12,972,357, or 11.73%, as of June 30, 2015; and

Whereas, the City Council wishes to minimize the tax rate increase needed to balance the fiscal year 2017 budget;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that \$1,976,725 of unassigned fund balance is hereby appropriated to purchase the following capital needs:

Division #	Items	Amount
4113	Ergonomic Equipment	750
4144	60 Voting Booths - Year 1 of 2	18,000
4152	Acquisition & Demolition	200,000
4159	Copier replacement	4,000
4161	3 Printers for Treasury	3,000
4161	Replacement PCs - 22	19,950
4161	IT Firewall	5,000
4161	Lenovo ThinkPad	2,500
4161	2 PCs for new Fire & Code Personnel	2,600
4181	HR Equipment & Furniture	2,000
4191	CH Stairway Renovation project	20,000
4191	Third floor security	33,000
4191	Clerk's office window replacement	6,500
4191	Security cameras - 6 exterior/4 interior	14,000
4191	Replace Council audio system	55,000
4191	Partial roof replacement	18,500
4191	Second A/C unit for MIS room	7,500

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4192	HVAC communication system	3,600
4193	Replace 2 Federal entrance gates with Amano gates	9,000
4194	Replace 4 Federal entrance gates with Amano gates	18,000
4196	Replace 5 Federal entrance gates with Amano gates	22,500
4213	4 cruisers less trade-ins	104,800
4213	CID car less trade-in	16,200
4221	Copier replacement w' Fax & Power Protection	5,869
4221	Asst. Fire Chief's Vehicle	35,000
4222	Fire Inspector's Van Replacement	35,000
4222	Interior fire hose	1,000
4222	Water supply hose	4,750
4222	Class A foam	2,400
4222	Class B foam	3,000
4222	Replace 1 treadmill	3,600
4222	Thermal Image Unit	13,000
4223	Traffic Control Detectors	18,048
4229	Furniture/appliance replacement	5,200
4241	New inspection officer's furniture	700
4321	1/4 of GPS Server	6,250
4331	Lincoln Street alley bridge removal	30,000
4331	Yard/parking improvements	23,750
4331	Sign post installer	5,000
4331	Pavement saw	2,100
4331	Bates Street Bus Station area improvements	20,000
4331	Other Bet. - Guardrails	4,000
4334	Other Bet. - Sidewalks	30,000
4334	Webster Street Sidewalks	21,000
4343	1 - 30 c.yd. & 1 - 50 c.yd. rolloff container	13,000
4343	Anchoring and sandbag system around interim cover Kennedy Park added excavation &	25,500
4351	sidewalk	25,000
4351	Ramp rehabilitation at Dufresne Plaza	21,300
4351	Replace 5 bollards at Dufresne Plaza	4,175
4351	Garcelon Bog boardwalk replacement	12,240
4351	Add electrical at Veteran's Park	3,725
4351	Paradis Park Stairway - Unfunded balance of CDBG	33,000
4381	Artificial turf equipment	20,000
4381	Sweeper for parking facilities	50,000
4381	500 gal. DEF pump station	41,000
4381	Shop reels and vacuum	5,200
4391	Overhead door replacement	5,500
4391	Boiler alarm system	1,000
4391	Glycol Injector Pump System	4,200
4391	PW building exterior rehabilitation project	37,000
4519	Fire alarm system	43,000
4519	Armory roof maintenance	35,000
4519	Surveillance system	18,000
4519	Asbestos tile replacement	17,500

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4519	Reroute roof drain piping system	45,000
4519	Exterior armory drainage improvements	8,000
4559	5 Surveillance cameras	4,610
4559	Replace elevator controls LCIP pg. 47	27,000
4811	Local share of taxiway A pavement LCIP pg. 15	2,050
4811	Local share of taxiway B crack repair LCIP pg. 16	4,750
4812	Bus replacement	40,000
4991	Misc. citywide equipment	5,000
4144	Printing of ballots for City merger	4,400
4191	Courtyard Wall Masonry	4,800
4191	Floor Replacement - Auditing	2,000
4193	Oak St PG - Traffic Coating	6,000
4193	Oak St PG - Steel Painting	10,000
4195	Chestnut St PG - Stairway Rehab	28,000
4195	Chestnut St PG - Steel Painting	25,000
4196	S Gateway PG - Emergency Lighting Inverter Batteries	7,000
4343	Waste Dis - Interim Landfill Cover Repairs	10,000
4361	Canal Maintenance	58,000
4519	Armory - Access Door to Basement Garage	3,500
4519	Armory - Chairs & Tables	31,000
4921	HRA - one time cost to fully fund the arrangement	21,000
4941	W Comp - amount attributed to fund IUUAL	25,208
LCIP	Steam Plant Purchase	253,000
LCIP	Oxford St. Parking Lot	80,000
		<hr/>
		1,976,725

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 4

SUBJECT:

Resolve approving the Final Adjustments to the Fiscal Year 2017 Municipal Budget.

INFORMATION:

Prior to final budget adoption, the Council must review and approve all adjustments to the proposed budget. The attached listing represents adjustments that the Council has already reviewed and discussed during budget workshops. The City Administrator and the Finance Director will be available to answer questions regarding the proposed budget adjustments.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The budget adjustments are presented to Council to provide various budget alternatives.

EAB/kmm

REQUESTED ACTION:

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To adopt the Resolve approving the final adjustments to the Fiscal Year 2017 Municipal Budget.



**City of Lewiston Maine
City Council Resolve
April 28, 2016**

RESOLVE, Approving the Final Adjustments to the Fiscal Year 2017 Municipal Budget

Whereas, in accordance with the Charter, the City Administrator presented his proposed Fiscal Year 2017 budget to the City Council on March 22, 2016; and

Whereas, since then, the City Council has met on numerous occasions to review the various departmental budgets and to discuss changes to the Administrator's proposal; and

Whereas, throughout this process, the City Council has shown support for certain changes and adjustments affecting both the revenue and expenditure budgets; and

Whereas, the overall goals of this effort were to maintain essential public services while reducing the impact of the budget on the taxpayers of the City of Lewiston; and

Whereas, the following summary represents the results of this effort;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that the following Final Budget Adjustments Summary for Fiscal Year 2017, is hereby approved:

	Division #	Account #	Description	Amount
	<i>Revenues:</i>			
1	4141	321200	Food Service Licenses	1,000
2	4141	321550	Other Licenses	1,000
3	4141	363100	Franchise Fees	2,500
4	4151	339361	PILOT - Chamber	(5,000)
5	4155	316100	Motor Vehicle Excise Tax	100,000
6	4155	361100	Interest	13,000
7	4222	351260	Fire Alarm Fees	(6,000)
8	4222	351261	Alarm Reset Fee	2,000
9	4222	351262	Second Reinspection Fee	2,000

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10	4222	351263	Inspection Cancelation Fee	2,500
				113,000
	<i>Expenditures:</i>			
11	4421	411000	Salaries	57,581
12	4161	411000	Salaries	1,883
13	4161	411000	Salaries	15,000
14	4161	426200	Maintenance & Licensing	1,341
15	4553	426200	Maintenance & Licensing	100
16	4381	419200	Billing - Cash	(104,667)
17	4381	432000	Gas & Oil - Gas	54,123
18	4381	432000	Gas & Oil - Diesel	107,105
19	4519	422500	Utilities	6,860
20	4519	425000	Cleaning Service	750
21	4519	427000	Repairs to Equipment	1,265
22	4519	427500	Repairs to Building	2,450
23	4519	435500	Household Supplies	4,295
24	4519	411000	Building Maintenance Salary	18,995
25	4519	458000	Building Improvements	14,335
26	4241	412000	Code - Overtime	1,000
27	4311	412000	PW Adm - Overtime	1,000
28	4331	412000	HW - Overtime	1,000
29	4332	412000	Snow Removal	(4,000)
30	4552	412505	Library Temp Wages	(12,450)
31	4111	423000	CC Mileage & Travel	600
32	4144	420500	Printing Services	4,400
33	4161	427000	MIS Repairs to Equipment	3,000
34	4196	427500	Repairs to Building	2,400
35	4212	426500	Repairs to Vehicles	1,000
36	4222	412000	FF Overtime	6,000
37	4223	427000	Repairs to Equipment	1,000
38	4229	427500	Repairs to Building	2,471
39	4332	439800	Other Supplies	2,254
40	4338	422500	Utilities	5,000
41	4343	422500	Utilities	2,000
42	4351	412500	Temp Wages	5,000
43	4351	426100	Outside Rental	4,650
44	4351	427600	Repairs to Grounds	10,000
45	4351	428836	Downtown Maintenance	1,350
46	4361	427500	Repairs to Building	1,500
47	4381	428900	In Service Training	2,000
48	4381	426500	Repairs to Vehicles	2,500
49	4551	423000	Mileage & Travel	1,800
50	4552	438202	Nonfiction Books	3,900
51	4552	438203	Fiction Books	3,250
52	4552	438204	Children's Books	3,025
53	4552	438205	Periodicals	800
54	4552	438206	Paperbacks	1,190
55	4552	439051	Children's AV	1,100

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56	4552	439052	Adult AV	1,400
57	4811	449000	Fixed Charges - Airport	1,000
58	4911	423200	Parochial Busing	1,000
59	4921	446010	Self Insurance	1,000
60	Various	Various	Funded through FB	235,908
61	Various	Various	Capital Items	121,529
62	4343	428843	Ash Hauling	45,000
				<hr/>
				646,993

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 5

SUBJECT:

Adoption of Municipal Budget Appropriation Resolve for Fiscal Year 2017.

INFORMATION:

This action is the final phase of the budget adoption for the municipal budget. The attached information defines the Appropriation Resolve.

Please note, per the City Charter, five or more affirmative votes are required for the passage of this Resolve.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To approve the Municipal Budget Appropriation Resolve for Fiscal Year 2017.



**City of Lewiston Maine
City Council Order
April 28, 2016**

RESOLVE, Making an Appropriation for Municipal Budget Year 2017

Be It Resolved by the City Council of the City of Lewiston that the sum of \$43,791,320 is hereby appropriated in the General Fund for the municipal year 2017 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that, in addition to such other revenues as are estimated to be available to meet the above appropriations including the Homestead and Business Equipment Tax Exemption reimbursement, the sum of \$32,237,526 be raised by assessment upon the estates of the inhabitants of the City of Lewiston and upon the estates of non-resident proprietors within said City for the present municipal year; and

Be It Further Resolved by the City Council of the City of Lewiston that the sum of \$11,553,794 be appropriated as non-tax revenues in the General Fund for the municipal year 2017 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that the list of tax assessment upon the estates in Lewiston for all city taxes, together with all assessments and charges made under the provisions of the Maine Revised Statutes annotated, Title 30A, Section 3406 and 3442 to 3445 inclusive, and the City's due proportion of the County Tax in the amount of \$2,436,466 for the period of July 1, 2016 through June 30, 2017 shall be committed by the Assessor to the Finance Director and one-half of said taxes shall be due and payable on the 15th day of September 2016 with the remaining one-half of said taxes due and payable on the 15th day of March 2017; and

Be It Further Resolved by the City Council of the City of Lewiston that interest at the maximum State approved rate of 7% per annum for fiscal year 2017 shall be collected on the first half of said taxes from September 16, 2016, if not voluntarily paid to the Finance Director on or before September 15, 2016 and on the second half of said taxes from March 16, 2017, if not voluntarily paid to the Finance Director on or before March 15, 2017; and

Be It Further Resolved by the City Council of the City of Lewiston that in each case, said interest shall be added to and become a part of said taxes; and

Be It Further Resolved by the City Council of the City of Lewiston that the Treasury Manager/Tax Collector is authorized to accept payments of uncommitted taxes and to pay to the taxpayer interest from the date of payment to the commitment date at a rate of 0% and that refunds for overpayments or abatements shall be paid to the taxpayer with interest from the date of payment to the date of abatement or refund, whichever is earlier, at an interest rate of 2.00%; and

Be It Further Resolved by the City Council of the City of Lewiston that the Treasury Manager/Tax Collector shall apply all payments to the oldest balance due to the City on that account regardless of any instructions the customer/taxpayer may give. If, however, a lien has matured, the Treasury Manager/Tax Collector may not accept payment on that account unless a workout agreement is in place or approval has been granted by the Finance Director to accept payment. If a customer/taxpayer has more than one account, any payment shall be applied to the oldest balance due; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally accepts and appropriates any cash contributions received during this budget year to the appropriate department and purpose for which such contribution has been made and where such contribution is equal to or less than \$10,000; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any grants from the State of Maine, the Government of the United States of America, or any other organization received during this budget year where such grant is equal to or less than \$25,000, such appropriation to become effective upon formal Council action to accept such grant; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any insurance proceeds received during this budget year to the appropriate department for the purpose of repairing or replacing the damaged property where such amount is equal to or less than \$50,000, such appropriation to become effective upon receipt of funds; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any Municipal Garage revenues in excess of the amount expended at the end of the fiscal year to be included in the General Fund Municipal Garage Vehicle Reserve Account; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates a 2.0% cost of living adjustment for nonunion personnel effective on the payroll check dated July 6, 2016 and directs the Finance Director to make the necessary adjustments to non-union salary schedules; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized from the library's permanent endowment fund in accordance with the recommendation of the Library Board of Trustees and to the extent that the City Administrator determines that such an appropriation is in accordance with existing City and Library policies; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized to transfer the amount of \$6.62 or the current State reimbursement rate per snowmobile registration to the Hillside Snowmobile Club. Payment will be made annually to the Hillside Snowmobile Club by June 30, 2017; and

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized to transfer the amount of 20% of net timber harvesting revenue, if any, to the Community Forestry Fund in accordance with City Ordinance 78-45. Payment will be made annually to the Community Forestry Fund by June 30, 2017; and

Be It Further Resolved by the City Council of the City of Lewiston that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Gross National Product-Implicit Price Deflator and hereby waives the provisions of Section 6.07(h) of the City Charter.

(NOTE – Five or more affirmative votes are required for the passage of this Resolve.)

**Estimated General Fund
Municipal Property Tax Rate Calculation
2016 and 2017**

	FY 2016	FY 2017	\$ Change	% Change
City Expenses				
Operating Expenses	32,776,401	33,492,602	716,201	2.19%
County	2,372,745	2,436,466	63,721	2.69%
Debt Service	8,276,231	7,862,252	(413,979)	-5.00%
Total City Expenses	43,425,377	43,791,320	365,943	0.84%
School Expenses				
Operating Expenses	59,782,706	64,174,010	4,391,304	7.35%
Debt Service	4,936,126	4,829,990	(106,136)	-2.15%
Total School Expenses	64,718,832	69,004,000	4,285,168	6.62%
Total Expenses	108,144,209	112,795,320	4,651,111	4.30%
Less: Non- Tax Revenues				
City	11,084,400	11,553,794	469,394	4.23%
Use of Fund Balance	-	-	-	
School	45,610,866	46,782,000	1,171,134	2.57%
Use of Fund Balance		2,491,000	2,491,000	
Total Non-Tax Revenues	56,695,266	60,826,794	4,131,528	7.29%
Proposed Tax Levy				
City	29,968,232	29,801,060	(167,172)	-0.56%
School	19,107,966	19,731,000	623,034	3.26%
County	2,372,745	2,436,466	63,721	2.69%
Overlay	420,000	420,000	-	0.00%
Total Tax Levy	51,868,943	52,388,526	519,583	1.00%
Total Assessed Value (000's)	1,895,408	1,895,408	-	0.00%
Proposed Tax Rate				
City (Including Overlay)	16.04	15.95	(0.09)	-0.55%
School	10.08	10.40	0.32	3.16%
County	1.25	1.29	0.04	3.48%
Total Tax Rate	27.37	27.64	0.27	1.00%
	27.37	27.64		
Total	1,890,815,020	1,890,815,020		
TIF Valuation Needed	78,996,762	78,996,762		
	1,811,818,258	1,811,818,258		
Homestead	28,300,000	28,300,000		
BETE Reimbursement	55,289,996	55,289,996		
	1,895,408,254	1,895,408,254		

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6

SUBJECT:

Order Authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2017 City Council approved list.

INFORMATION:

The City Council has received and reviewed the list of requested donations and in-kind support from various non-profit agencies. This agenda item is to approve the City Administrator's recommendations for city support regarding a monetary donation as well as in-kind donations for the upcoming programs and events. In-kind donations include city support such as overtime costs for Public Works and Police Department staff as well as a waiver of permit fees and use of city equipment such as jersey barriers, snow fencing, trash cans and so forth.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

1	2	3	4	5	6	7	M
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To approve the Order authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2017 City Council approved list.



**City of Lewiston, Maine
City Council Order
April 28, 2016**



ORDER, Authorizing the City Administrator to Provide City Services and Funding for City Non-Profit Organization Activities in Accordance with the FY2017 City Council approved List.

Whereas, the City of Lewiston has a history of providing support services and limited cash contributions for a variety of activities that will enhance our city's quality-of-life and provide certain non-profit organizations a source of revenue to support programming available to eligible Lewiston residents; and

Whereas, the organizations which will receive FY2017 city support have complied with the application requirements set forth in the "Charitable Organization Support Policy;" and

Whereas, requests for such City support have been reviewed by the City Council as a part of the FY2017 budget process;

Now, therefore, be it Ordered by the City Council of the City of Lewiston that

the City Administrator is authorized to direct city departments to provide applicable city support services and to issue cash payments outlined in the attached "Lewiston Charitable Donations – Summary of Requests for FY2017", less the \$50 application fee and licenses and permits in accordance with the City's Special Events Policy; and

Be It Further Ordered That

The City Policy restricting the loaning of tables and chairs be waived for Advocates for Children and the Great Falls Balloon Festival.

Phil Nadeau - 4.20.16, HAH 4/21

			ALL FEES IN THIS COLUMN ARE PAID BY EVENTS UNLESS NOTED	ALL FEES IN THIS COLUMN ARE PAID BY EVENTS UNLESS NOTED			ROAD RACES B1; FESTIVALS ON CITY PROP B2; BEGINS IN OTHER TOWN B3; REQUEST FOR MISC SUPPORT B4
FY2017	4.8.16						
	Cash Requests	Total all OT Costs	Park Charges	Misc, Perm, Licenses	Total In-Kind Requested	COMMENTS	EVENT CATEGORY
Advocates for Children - Children's Hol Fest	\$ -	\$ -		\$ 250.00	\$ 250.00	FEE WAIVER REQUESTED - 50 tables only (Adv for Child will deliver)	B4
A-L rotary Criterium Bike Race		\$ 537.00			\$ 537.00		B1
Bartlett St Mosque Eid Event					\$ -	no city support needed except for Franklin Pasture access in back of bldg.	B3
Central Maine Heart Walk	\$ -	\$ 407.55	\$ 67.50		\$ 407.55		B1
Color Me Rad 5K - BILLABLE					\$ -		B1
Dempsey Challenge - CMMC (1)	\$ -	\$ 3,088.02	\$ 864.00	\$ 69.02	\$ 3,088.02	\$3000 field impact charges paid only if required	B1
Farmers Market	\$ -	\$ -		\$ 372.50	\$ -		B2
Farmers Mobile Unit Market	\$ -	\$ -		\$ 34.00	\$ -		B2
GAHS - Strutt Your Mutt Walk	\$ -	\$ -			\$ -	no city costs	B1
Great Falls Balloon Fest (1)	\$ -	\$ 10,529.92	\$ 864.00	\$ 541.00	\$ 10,529.92	\$3000 field impact charges only speculative	B2
LA Arts ArtWalk, Concerts, Ice Festival	\$ -	\$ -			\$ -	no park fees per policy for concerts; parking free on weekends for ice fest	B2
LA Bridge Run - Triple Crown Series	\$ -	\$ 1,731.63	\$ 108.00		\$ 1,731.63		B1
L-A Greek Festival--Holy Trinity Greek Church				parking signs	\$ -	picking up parking signs	B2
Liberty Festival (1)	\$ 10,000.00	\$ 3,889.82		\$ 78.00	\$ 13,889.82	\$3000 field impact charges only speculative	B2
Maine Fallen Heroes 5 & 10K - BILLABLE					\$ -		B1
March for Babies - March of Dimes	\$ -	\$ 148.20			\$ 148.20		B1
McMahon School Tiger 5K Run	\$ -	\$ 328.59		\$ 13.26	\$ 328.59		B1
MS Walk		\$ 720.00			\$ 720.00		B1
Progress Center - CASH ONLY	Not Funded	\$ -				cash donation only - \$1,600	B4
Safe Voices Walk Fundraiser	\$ -	\$ 1,049.14	\$ 108.00	\$ 19.04	\$ 1,049.14		B1
Shriner Festival of Trees - PARKING GARAGE	\$ -	\$ -	\$ -	\$ -	\$ -	parking fees for Mon-Tue-Wed to be paid by Shriners - free parking on weekend	B4
Trot for Autism 5K - M Murphy Homes	\$ -	\$ 148.20			\$ 148.20		B1
Twin Cities Holiday Celeb	\$ -	\$ 1,074.45			\$ 1,074.45		B2
Veterans Council (approved by CC 5/5/15)	\$ -	\$ 1,346.55		\$ 32.00	\$ 1,346.55	3 events (Mem Day Parade; June Flag Day; Nov Vets day review--APPROVED AS OFFICIAL CITY EVENTS IN POLICY 5.19.15	CITY SPONSORED
Walk to End Alzheimers	\$ -	\$ 111.15	\$ 67.50	\$ 5.78	\$ 111.15		B1
YMCA Fit Test - Triple Crown Series	\$ -	\$ 1,620.48	\$ 108.00		\$ 1,620.48		B1
	\$ -	\$ -			\$ -		14 - B1
	\$ -	\$ -			\$ -		8 - B2
							0 - B3
TOTAL REQUESTS	\$ 10,000.00	\$ 26,730.70	\$ 2,187.00	\$ 1,414.60	\$ 36,980.70		3 - B4

(1) Dempsey, Great Falls Balloon Festival, Liberty Festival all reflect \$3,000 field charge for possible rain damaged fields

LEWISTON CITY COUNCIL

MEETING OF APRIL 28, 2016

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 7

SUBJECT:

Resolve Authorizing the Use of \$2,000 from the Farrar Fund for costs of basic necessary services for needy individuals.

INFORMATION:

The Farrar Fund is an endowment fund that was established to provide medical and dental services for the residents of Lewiston who are not able to meet their own needs. These residents are usually not eligible for other forms of aid and would otherwise go without needed services and products such as eyeglasses, dentures, prescription drugs, etc.

The Council is requested to authorize the Director of Social Services to expend up to \$2,000 from this account in the coming year, a similar amount to past years. This amount will include interest earned in the past year supplemented by interest earnings accumulated and retained over time. Fund principal in the amount of \$18,551 is to be maintained in perpetuity.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

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To approve the Resolve authorizing the use of up to \$2,000 from the Farrar Fund for the expenses of basic necessary services for Lewiston residents where such costs are not covered by other assistance programs and as determined by the Director of Social Services.



**City of Lewiston Maine
City Council Resolve
April 28, 2016**



Resolve, Authorizing the Use of \$2,000 from the Farrar Fund for Costs of Basic Necessary Services for Needy Individuals.

Whereas, the City of Lewiston was left an endowment to provide for medical and dental expenses for needy individuals; and

Whereas, in 2008, the City Council authorized the use of these funds, as determined by the Social Services Director, to provide basic, necessary services to those individuals whose income is no greater than 185% of the federal poverty level; and

Whereas, fund principal in the amount of \$18,551 is to be maintained in perpetuity; and

Whereas, due to the low rate of return on investments, it is anticipated that the demand for service will exceed the adopted procedure of only utilizing the prior year's investment earnings; and

Whereas, the appropriation of \$2,000 is recommended with additional funding for this amount over and above the interest earned in the prior year coming from interest earnings accumulated and retained over time;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

the Social Services Director is authorized to spend up to \$2,000 from the Farrar Fund, the same amount as last fiscal year.



Finance Department

Heather Hunter
Director of Finance/Treasurer
hhunter@lewistonmaine



TO: Mayor Robert Macdonald
And Members of the City Council

FROM: Heather Hunter, Finance Director

SUBJECT: **Farrar Fund Expenditures**

DATE: April 21, 2016

Annually, it is requested that the City Council approve the use of only the accumulated investment earnings from the Farrar Fund. On May 10, 2001, the City Council voted to authorize the use of these funds for medical and dental expenses incurred in the Social Services budget. Prior to this date it was budgeted in the Public Health budget.

In 2008, the Council voted to authorize the funds to be used for charitable needy purposes, as determined by the Social Services Director, to provide basic necessary services to those individuals whose income is no greater than 185% of the federal poverty level. This action allows for the funds to be used for essential basic needs; however, in the recent past the majority of the assistance has been for prescription medication due to the overwhelming demand. These clients are not covered by Maine Care or any other insurance program and, after the City provides rent and utility assistance, their overall General Assistance maximum has been met.

As of March 31, 2016, the principal balance of \$18,551.07 has been maintained in perpetuity and the accumulated interest earnings amount to \$16,018. In accordance with the adopted procedure, anticipated expenditures in excess of the prior year's interest earning of \$55.93 must be approved by Council. Although the need is far greater, it is requested that the City Council authorize a \$2,000 limit for fiscal year 2017, down from the \$2,500 authorized in the current year.